

**To:** plavigne@mt.gov;"Bahr Bill" [bbahr@mt.gov]; Bahr Bill" [bbahr@mt.gov]  
**Cc:** []  
**Bcc:** []  
**From:** CN=Tina Laidlaw/OU=MO/OU=R8/O=USEPA/C=US  
**Sent:** Fri 6/8/2012 9:55:03 PM  
**Subject:** Fw: EPA contractor assistance for State of Montana Nutrient Framework Technical Support: request clarifications to TD  
[Montana BNR proposal for EPA - June 4 2012.docx](#)  
[Montana BNR proposal for EPA - June 4 2012 HQ feedback.docx](#)

Paul and Bill,

I'm forwarding you guys the HQs evaluation of your proposal. At this point, no decisions have been made concerning whether or not they will fund it. So -- consider this your big chance to market "the vision".

They are interested in the following:

a) there is the logistical question about whether Grant can subcontract with TT; if he has subcontracted with them in the past (or knows someone there so he thinks it would be easy to have them sub to him) that would be good to know -- that is a key piece of all of this  
b) HQs plans to consult with Phil and several other engineers in our Office of Wastewater Management. I tried to explain to her that this proposal focused on redesigning existing facilities, teaching operators, etc. but does not involve building new facilities or buying equipment. She would like more information (case studies would be good) showing where this approach has been tested and how effective it is; and additional clarification on what the work is. Knowing that the information will be reviewed by engineers -- this is the time to build the case for skeptics...

c) Clarification on the price: can this really be accomplished for \$25k? (assuming TT will take some for overhead). Also, it might not hurt to include a reference from folks in CT that completed this process.

Call Monday with any questions.  
Tina

Tina Laidlaw  
USEPA Montana Office  
10 West 15th Street, Suite 3200  
Helena, MT 59626  
406-457-5016

-----Forwarded by Tina Laidlaw/MO/R8/USEPA/US on 06/08/2012 03:44PM -----

To: Tina Laidlaw/MO/R8/USEPA/US@EPA  
From: Katie Flahive/DC/USEPA/US  
Date: 06/08/2012 03:06PM  
Cc: Tom Wall/DC/USEPA/US@EPA, Katharine Dowell/DC/USEPA/US@EPA  
Subject: EPA contractor assistance for State of Montana Nutrient Framework Technical Support: request clarifications to TD

Tina,

Thanks so much for the statement of work from Montana. As a follow-up to the submission we would appreciate additional clarifications from Montana before determining if this is an activity we can fund

under the Task Order. Up front, it seems to be extremely ambitious for the level of funding that may be available.

Katharine and I can be available to call into any meeting you schedule with Montana to discuss our comments, if that would be helpful. We are also available if you want to discuss our comments beforehand.

Once we are able to clarify the technical direction, our next step will be to determine if this is something that can be funded under this Task Order.

Would it be possible for you to help us address the attached comments early next week? Please let me know your earliest expected time frame, and also if you have any questions. We look forward to working with you.

(See attached file: Montana BNR proposal for EPA - June 4 2012 HQ feedback.docx)

Thanks,

Katie

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"LaVigne, Paul" ---06/04/2012 07:24:15 PM---Hi, Katie. I have been working for the last several years with Tina Laidlaw, USEPA, on development

From: "LaVigne, Paul" <plavigne@mt.gov>  
To: Katie Flahive/DC/USEPA/US@EPA  
Cc: Tina Laidlaw/MO/R8/USEPA/US@EPA, "Bahr, Bill" <bbahr@mt.gov>  
Date: 06/04/2012 07:24 PM  
Subject: Montana BNR proposal for EPA - June 4 2012, task Order 79

Hi, Katie. I have been working for the last several years with Tina Laidlaw, USEPA, on development of Montana's numeric nutrient standards and other related efforts to reduce nutrient loading to our lakes, rivers and streams. Today, as you may know, Tina mentioned an opportunity for some financial and/or technical assistance to help further our comprehensive efforts toward nutrient removal in wastewater treatment facilities. Attached please find our proposed work plan completed in the task order 79 format sent to me by Tina.

The work we are proposing is highly specialized. There are perhaps a handful of people in the country with this specialization. If we were fortunate enough to receive EPA's support I would respectfully ask for latitude in allowing Montana DEQ to select a contractor to perform this work, maybe as a subcontractor to TetraTech.

If you have any questions, please do not hesitate to give me a call or email.

Thanks for your consideration.

Paul LaVigne, P.E.  
Montana DEQ  
(406)444-5321  
plavigne@mt.gov

(See attached file: Montana BNR proposal for EPA - June 4 2012.docx)

**Assessment and Watershed Protection Division**

**Core Mission Contract**

**EP-C-08-004**

**Technical Direction**

**This is about designing the technology to meet standards. Appears to be at a scale well beyond the funds available.**

**Flesh out approach the treatment plants would use when they come online to meet standards.**

**First, perhaps we need to have a call to verify what they want to do.**

**Task Order:**

**EP-C-08-004, TASK ORDER 79**

**Task:**

**5**

**Description: Sustainable Nutrient Removal in Montana by re-Engineering Operation & Maintenance Practices; a Full-Scale Pilot Study**

This work assignment will support Montana in the sustainable implementation of statewide numeric nutrient standards for discharges from municipal wastewater treatment facilities.

**Date of Technical Direction Discussion or Issuance:**

This technical direction is being provided on June 4, 2012 as a follow-up to anticipated technical direction that was discussed verbally on May 21, 2012, during a meeting between the EPA TOM and TetraTech.

**Activity Description (General):**

The contractor will perform a full-scale pilot study to identify opportunities to provide sustainable nitrogen and phosphorus removal at a Montana municipal wastewater treatment plant.\_

**Purpose:**

US EPA issued a memo<sup>1</sup> March 2011, memorializing EPA's commitment to partner with states and collaborating stake holders to accelerate the reduction of nitrogen and phosphorus loadings to our nation's waters. EPA recognizes that the best framework approaches entail States, federal agencies, conservation districts, private landowners and other stakeholders working collaboratively to develop watershed-scale plans that target the most effective practices to the acres that need it most. We also encourage federal and state agencies to work with NGOs and private sector partners to leverage resources and target those resources where they will yield the greatest outcomes. Where states are willing to step forward, EPA is encouraging progress on nutrient frameworks through on the ground technical assistance and/or dialogue with state officials and stake holders, coupled with cooperative efforts with other agencies.

To date, Montana DEQ has formed a nutrient work group comprised of stakeholders from municipalities, environmental groups and industry; passed Senate Bill 367 which establishes an initial framework for implementing numeric nutrient standards; is in the final stages of adopting numeric nutrient standards including variances for limits of technology and affordability; is developing a nutrient trading policy and standards for beneficially reusing treated wastewater; continues to provide free advanced technical training opportunities for engineers and operators to promote optimization of designs and operations for nutrient

removal facilities; and continues with its efforts to provide on-site technical assistance to treatment plant operators. EPA is providing financial and technical assistance to Montana to sustainably advance the states' nutrient framework efforts.

References:

1. March 2011 memo from Nancy Stoner

[http://water.epa.gov/scitech/swguidance/standards/criteria/nutrients/upload/memo\\_nitrogen\\_framework.pdf](http://water.epa.gov/scitech/swguidance/standards/criteria/nutrients/upload/memo_nitrogen_framework.pdf)

2. State's reference: various documents at [deq.mt.gov/wqinfo/NutrientWorkGroup](http://deq.mt.gov/wqinfo/NutrientWorkGroup)

Other documents available on request: Draft DEQ-2 Design Standards for Wastewater Treatment Facilities, Montana's Draft Nutrient Trading Policy and Framework

**Deliverable and Anticipated Level of Effort:**

**Task 1: Sustainable Nutrient Removal in Montana by re-Engineering O&M Practices; a Full-Scale Pilot Study**

In order to support Montana's efforts to achieve the highest level of nutrient removal to protect the state's invaluable aquatic resources, a full-scale pilot study will be performed at one of Montana's larger municipal wastewater treatment facilities. The contractor will provide in-plant and remote support in an effort to sustainably provide improved nitrogen and phosphorus removal. The participating municipality will make a investment of up to five thousand dollars (\$5,000) in laboratory testing and new equipment to support the contractor's re-engineering of the facility's operation and maintenance practices.

Schedule and Deliverables: Within 90 business days of Award, provide a written report.

**Product – O&M Re-Engineering Design and Implementation**

**Task 1.1 – Scoping conference call**

(Work elements include: EPA sponsored conference call with Montana DEQ officials and contractor to preview project undertaking.)

**Task 1.2 – Monthly progress reports**

(Work elements include: reports written by the contractor and submitted to EPA and Montana DEQ.)

**Task 1.3 – Plant visitation and O&M design strategy**

(Work elements include: initial site visit, data review, recommendations for sustainable re-engineering of operations and maintenance practices to provide improved biological nitrogen and phosphorus removal.)

**Task 1.4 – Implementation: on-site and remote support for re-engineered O&M practices**

(Work elements include: guiding municipal wastewater treatment staff in the re-use of existing tankage to create biological habitats to support nitrogen and phosphorus removal.)

**Task 1.5 – Nutrient data compilation and review**

(Work elements include: compiling and comparing experimental data with historical information to demonstrate the effectiveness of the pilot study.)

**Task 1.6 – Sustainability data compilation and review**

(Work elements include: compiling and comparing the amount of electricity saved by re-engineering O&M practices, and chemical usage (if any) to qualitatively evaluate sustainability.)

**Task 1.7 – Report**

(Work elements include: preparation of written report.)

Schedule and Deliverables:

Within 30 business days of Award, compile historical data summary and develop a conceptual plan for the site-specific re-engineering strategy.

Within 60 business days of Award, prepare standard operating procedures (SOPs) for the municipal wastewater treatment plant staff's use in order to implement the re-engineering design.

Within 90 business days of Award, prepare a final report.

#### Task Order Kick-off Conference Call

A kick-off call must be arranged with EPA and the state to review overall goals of the project and details regarding implementation of the SOW. Roles and responsibilities for completing each phase will be discussed. The call must be scheduled at a mutually agreed upon time. Additional conference calls will be scheduled as needed. EPA will be responsible for arranging for a conference call line for all calls.

#### Meetings/Travel

EPA anticipates Task Order planning and project discussions will take place via conference calls, and that information collection and analysis (research) can be accomplished without travel. EPA anticipates also there will be a series of meetings in the state. These meetings should be coordinated with the treatment plant site visits into no more than three trips by Contractor staff. For each trip (including plant visits) EPA anticipates a four-night stay for one Contractor staff working on the Task Order will be necessary.

#### Reporting and Closeout

Monthly Progress report - Beginning the first of the month after the scoping conference call outlined in subtask 1.1, the Contractor shall provide the EPA Task Order Manager with a monthly project status report via e-mail until project completion. The monthly report shall provide the following information:

- Project status (e.g., update on task/subtask level of effort, upcoming travel authorizations, etc.)
- Accomplishments during the last 2 weeks; and impediments encountered/corrective actions taken.

Project Closeout - At the completion of the project, the Contractor shall provide all project files in CD ROM electronic storage format to the EPA TOM in order to facilitate public accessibility to these records. Specific instruction on data storage techniques for this subtask shall be discussed during the Task Order kick-off conference call.

#### **Required Skills and Experience:**

Technical Expertise: Demonstrated ability to sustainably re-engineer wastewater operation and maintenance practices to provide biological nitrogen and phosphorus removal.

Stakeholder Meeting and Outreach Support: Knowledge and experience with public involvement strategies and facilitation services.

**Deliverable Date:** September 30, 2012

The period of performance shall be Date of Award through September 30, 2012.

Number	Task No.	Task Description	Due Date
1	1.1	Kick-off Call	Within 14 calendar days of Task Order award
2	1.2	Monthly Progress Reports	Beginning the 1 <sup>st</sup> of the month after the kick-off conference call

3	1.3	Plant Visit and O&M Strategy	Within 30 calendar days of kick-off
4	1.4	Implementation	Within 60 calendar days of kick-off
5	1.5	Nutrient Data	Within 90 calendar days of kick-off
4	1.6	Sustainability Data	Within 90 calendar days of kick-off
5	1.7	Report	Within 90 calendar days of kick-off

#### **Sensitive Information:**

As the EPA TOM, I have considered the sensitivity (e.g., For Official Use Only or classified information) of any information generated by this TD. The following applies:

☒ I have no reason to believe that any sensitive information will be generated as part of this Technical Direction.

☐ I have reason to believe that sensitive information will be generated as part of this Technical Direction. The following safeguard measures shall be implemented:

#### **Contact Information for Task Manager:**

EPA Contracting Officer Representative  
Chris Zabawa  
Phone: 202-566-1222  
Fax: 202-566-1331

EPA Task Order Manager  
Katie Flahive  
Task Number 79  
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FAX: 202-566-1437

#### **Regional Point of Contact**

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#### **State Contact**

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